



# TENNESSEE DEPARTMENT OF REVENUE

## 2008 New Business Tax Workshops

The Tennessee Department of Revenue sponsors **free new business tax workshops** at the following offices on the dates indicated below. These sessions normally include business tax, sales and use tax, and issues regarding tax enforcement from the Department of Revenue, as well as a presentation from the Department of Labor and Workforce Development on state unemployment tax.

**\*\* At some workshops, tangible personal property tax may also be included. \*\***

Please call the office nearest you to discuss the workshop location, times, agenda, etc. These workshops are recommended primarily for new business owners, but may be beneficial to established business owners as well.

Month	Nashville	Chattanooga	Memphis	Johnson City	Knoxville
January	Tuesday, 22 <sup>nd</sup>	Wednesday, 9 <sup>th</sup>	Thursday, 10 <sup>th</sup>	Thursday, 10 <sup>th</sup>	Wednesday, 23 <sup>rd</sup>
March	Tuesday, 25 <sup>th</sup>	Wednesday, 12 <sup>th</sup>	Thursday, 6 <sup>th</sup>	Thursday, 13 <sup>th</sup>	Wednesday, 12 <sup>th</sup>
May	Tuesday, 20 <sup>th</sup>	Wednesday, 14 <sup>th</sup>	Thursday, 8 <sup>th</sup>	Thursday, 8 <sup>th</sup>	Wednesday, 14 <sup>th</sup>
July	Tuesday, 22 <sup>nd</sup>	Wednesday, 16 <sup>th</sup>	Thursday, 10 <sup>th</sup>	Thursday, 10 <sup>th</sup>	Wednesday, 16 <sup>th</sup>
September	Tuesday, 23 <sup>rd</sup>	Wednesday, 10 <sup>th</sup>	Thursday, 11 <sup>th</sup>	Thursday, 11 <sup>th</sup>	Wednesday, 17 <sup>th</sup>
November	Tuesday, 25 <sup>th</sup>	Wednesday, 5 <sup>th</sup>	Thursday, 13 <sup>th</sup>	Thursday, 13 <sup>th</sup>	Wednesday, 19 <sup>th</sup>

### **The workshops are held at the following locations:**

**Nashville:** 8<sup>th</sup> floor, 1321 Murfreesboro Road, Nashville, Tennessee, 37217. **Contact Person:** Dayna Patzner. **Telephone:** (615) 532-4975. **Fax:** (615) 253-3580. **Mailing Address:** Tennessee Department of Revenue, Taxpayer and Vehicle Services Division, Andrew Jackson State Office Building, 5<sup>th</sup> Floor, 500 Deaderick Street, Nashville, Tennessee, 37242.  
**Seminar Registration:** 8:30 a.m. Seminar begins at 9:00 a.m. and ends at approximately 1:30 p.m.

**Chattanooga:** Conference Room 607 of the State Office Building, 540 McCallie Avenue, Chattanooga, Tennessee, 37402. **Contact Person:** Sonya Hawthorne. **Telephone:** (423) 634-6266. **Fax:** (423) 634-3001. **Mailing address:** Tennessee Department of Revenue, Taxpayer and Vehicle Services Division, 540 McCallie Avenue, Suite 350, Chattanooga, Tennessee, 37402.  
**Seminar Registration:** 8:00 a.m. Seminar begins at 8:30 a.m. and ends at approximately 1:15 p.m.

**Memphis:** Memphis Training Room of The Renaissance Business Center, 555 Beale Street, Memphis, Tennessee, 38103. **Contact Person:** Carolyn Walker. **Telephone:** (901) 213-1400. **Fax:** (901) 213-2675. **Mailing address:** Tennessee Department of Revenue, Taxpayer and Vehicle Services Division, 3150 Appling Road, Bartlett, Tennessee, 38133.  
**Seminar Registration:** 8:30 a.m. Seminar begins at 9:00 a.m. and ends at approximately 12:00 p.m.

**Johnson City:** Tennessee Department of Revenue, 204 High Point Drive, Johnson City, Tennessee, 37601. **Contact Person:** Leona Kimery. **Telephone:** (423) 854-5321. **Fax:** (423) 854-5377. **Mailing address:** Tennessee Department of Revenue, Taxpayer and Vehicle Services Division, 204 High Point Drive, Johnson City, Tennessee, 37601.  
**Seminar Registration:** 8:00 a.m. Seminar begins at 8:30 a.m. and ends at approximately 11:45 a.m.

**Knoxville:** 6<sup>th</sup> floor, Suite 606 of the State Office Building, 531 Henley Street, Knoxville, Tennessee, 37902. **Contact Person:** Cathy Russell. **Telephone:** (865) 594-6100. **Fax:** (865) 594-2189. **Mailing Address:** Tennessee Department of Revenue, Taxpayer and Vehicle Services Division, 531 Henley Street, Room 606, Knoxville, Tennessee, 37902.  
**Seminar Registration:** 8:00 a.m. Seminar begins at 8:30 a.m. and ends at approximately 12:30 p.m.

### **REGISTRATION FORM**

Use the form below to register for one of our sessions.

Fax or mail your completed form, using the contact information listed above for the session you are attending.

*In some locations, space is limited and is provided on a first come-first served basis.*

*Pre-registration is desirable but not mandatory if space is available.*

Your Name: \_\_\_\_\_ Phone Number with Area Code: \_\_\_\_\_  
Business Name: \_\_\_\_\_ Type of Business: \_\_\_\_\_  
Business Address: \_\_\_\_\_  
E-Mail Address: \_\_\_\_\_

### **Date and location of seminar you wish to attend:**

Date: \_\_\_\_\_ Location: \_\_\_\_\_ Number of people attending: \_\_\_\_\_